

**NEVADA STATE HEALTH DIVISION
COMMITTEE ON EMERGENCY MEDICAL SERVICES
(Advisory Committee to State Health Division)
MINUTES**

Thursday, March 25, 2004, at 10:00 a.m.

*Bureau of Licensure and Certification
Conference Room
1550 East College Parkway, Suite 158
Carson City, NV*

COMMITTEE MEMBERS PRESENT

Herb Brady
Kelly Dawson
Richard Schwall
Bobby Wartgow
Richard Rand
Mike Heidemann
Stephanie Beck

COMMITTEE MEMBERS EXCUSED

Rory Chetelat
John Fildes, MD

HEALTH DIVISION STAFF PRESENT

Pam Graham, Chief, Bureau of Licensure and Certification
Randy Munn, Deputy Attorney General
Richard Fenlason, EMS Representative II
Richard Swinney, EMS Education Coordinator
Connie McFadden, Administrative Assistant II
Maggie Trepanier, Administrative Assistant I

1. Call to Order Fergus Laughridge

Meeting was called to order by Fergus Laughridge at 10:05 am.

2. Introductions

- a. Introduction of New Committee Members Fergus Laughridge

Mr. Laughridge invited all Committee Members to introduce themselves and explain their involvement in EMS.

Kelly Dawson:	Nurse Manager of Emergency Services at Carson-Tahoe Hospital
Mike Heidemann:	Lovelock Volunteer Fire Department, EMS Coordinator for Pershing County
Richard Rand:	Captain with Mason Valley Fire Protection District
Bobby Wartgow:	Deputy Fire Chief/EMS, East Fork Fire and Paramedic Districts
Richard Schwall:	Paramedic, Director of EMS at Banner Churchill Hospital
Herb Brady:	President of Operations, REMSA/CareFlight
Stephanie Beck:	EMS Coordinator with Washoe County Health District

- b. Introduction of Key Health Division Members Fergus Laughridge

Mr. Laughridge invited all Health Division Staff Members introduce themselves.

Bradford Lee, MD	Nevada State Health Officer
Randy Munn, DAG:	Deputy Attorney General
Pam Graham:	Chief, Bureau of Licensure and Certification
Fergus Laughridge:	Program Manager / Supervisor, Emergency Medical Services
Connie McFadden:	Administrative Assistant II, Emergency Medical Services

Maggie Trepanier: Administrative Assistant I, Emergency Medical Services
Richard Swinney: EMS Education Coordinator, Emergency Medical Services
Richard Fenlason: EMS Representative II, Emergency Medical Services

Stephanie Beck requested that the members of the public in attendance introduce themselves.

John Gillenwater: Fire Chief, Central Lyon County Fire Protection District
Vince Pirozzi: Chief of EMS, Carson City Fire
Gary Hames: Fire Chief, Storey County Fire

3. Presentations

a. Nevada Open Meeting Laws NRS Chapter 241 Fergus Laughridge

Mr. Laughridge asked Randy Munn, DAG, to explain the Nevada Open Meeting Laws. Mr. Munn advised the members that any item that will be discussed at a meeting must be included on the posted agenda. If an item is not listed on the posted agenda, it cannot be discussed at the meeting. Only the action items that are noted on the agenda can be acted on. Mr. Munn advised the committee to be careful about discussions outside of the open forum. Stephanie Beck inquired about sub-committees. Mr. Munn advised that sub-committee meetings must be conducted under the same rules.

b. Presentation and Overview of Senate Bill 365/NRS 450B.151-154 Fergus Laughridge

Mr. Laughridge provided the committee with an overview of the formation of the committee. Beginning in 1998, meetings were held in the EMS community to discuss the operations of the EMS Office. A task force was formed and language developed for a legislative bill draft. Some of the issues discussed were communications, reciprocity problems, management in the EMS Office, funding and training. Leaders in the EMS community worked with Senator Mark Amodei and Assemblyman Joe Dini to develop Senate Bill 365 which set up this committee. NRS 450B.151-154 sets up the functions of the committee.

c. Presentation and Overview of Committee's Role and Function Fergus Laughridge

Mr. Laughridge provided an overview of the role of the committee. The committee's role is to:

- Review and advise the Health Division regarding:
 - Management and performance of emergency medical services in Nevada
 - Statewide emergency medical protocols
- Advise the Health Division on matters of policy relating to:
 - Emergency care
 - Qualifications of persons who provide emergency medical services
- Advise the State Board of Health and Health Division with respect to:
 - Preparation and adoption of regulations regarding emergency care.
 - Request for variance of established emergency care regulations.
- Periodically review the Health Division's Emergency Medical Services budget.
- Improve the system of public safety by encouraging training and education of emergency medical personnel.

d. Presentation of Committee History and Rules of Order Fergus Laughridge

Mr. Laughridge provided an overview of the accomplishments of the former committee. The committee assisted the EMS Office in a complete revision of NAC 450B. The committee assisted the EMS Office in developing statewide EMS protocols which were then approved and adopted by the State Board of Health. The committee reviewed a number of issues relating to EMS education. Mr. Laughridge advised the committee that under the rules of order adopted by the committee a minimum of five (5) voting members must be present at a meeting in order for any properly noticed action to be taken by the

committee. The committee should have a committee chair and vice-chair. The committee chair will set the agendas and conduct the meetings. The State EMS Office is to assist the committee chair in developing and properly posting committee agendas, making travel arrangements for committee members and preparing meeting minutes.

e. Presentation Travel Claims and Per Diem Reimbursement

Fergus Laughridge

Mr. Laughridge requested that Connie McFadden explain the travel reimbursement procedures. Ms. McFadden advised the committee that they are entitled to travel reimbursement at the normal state per diem rates. Committee members who need travel arrangements should contact the EMS Office to make those arrangements. Travel reimbursement forms will be filled out at each meeting for those members who are entitled to reimbursement.

4. Election of Committee Chairman

Fergus Laughridge

Mr. Laughridge called for discussion regarding election of a Committee Chairman. There was no comment from the public.

Bobby Wartgow moved to elect Herb Brady as Committee Chairman.

SECONDED: Mike Heidemann

PASSED: UNANIMOUSLY

Mr. Laughridge turned the meeting over to Mr. Brady.

Mr. Brady called for discussion regarding election of a Committee Vice Chairman. There was no comment from the public.

Mike Heidemann moved to elect Bobby Wartgow as Committee Vice Chairman.

SECONDED: Richard Schwall

PASSED: UNANIMOUSLY

5. Critical Issues Facing Nevada EMS

a. Statewide EMS Issues

Fergus Laughridge

Mr. Laughridge provided an overview of the EMS Office. The EMS Office currently has nine (9) staff members in three (3) locations, Carson City, Elko and Tonopah. The program was established in 1973. The program is responsible for: certification of emergency medical technicians at all levels; licensing of ambulance attendants; maintaining a registry of certified and licensed personnel; inspecting and monitoring emergency vehicles, aircraft and equipment; permitting ambulance services and agencies; implementing standards for emergency medical services training; maintaining a pre-hospital emergency care database; investigating emergency medical service complaints and regulatory oversight of a statewide trauma system. The program also provides training grants to rural services; maintaining a statewide EMS radio system; provide technical assistance in the enhancement of statewide emergency medical service programs and other programs and assist with the annual EMS Conference. Currently the program permits 70 agencies, certifies approximately 3,700 EMTs, of which approximately 1,500 are licensed attendants. The program is a function of the Nevada State Health Division, under the Department of Human Resources. In January 2000, Mr. Laughridge identified a number of EMS issues that he presented to the original committee. These issues included: integration of health services to insure that out of hospital care is incorporated in the overall health care delivery system; review and revision of EMS regulations; retention of volunteer and paid EMS personnel; recognizing the impact of stress on health care providers and implement stress management programs; develop program to recruit new individuals in all levels in the EMS system; increase involvement in medical oversight; insure adequacy of EMS education; provide education to the public regarding EMS; support prevention

programs; improve the ability of EMS to document injury and illness circumstance; revisit the EMS communication system; and develop standardized statewide protocols and standards. The issues that are currently in the forefront of the EMS community include: bio-terrorism training; working with other health care entities; continued review of regulations; work with education systems on Rural Network Grant; work with Mental Health Division to support Critical Incident Stress Management (CISM) teams; With the assistance of the State Health Officer, Dr. Lee, the EMS program can develop programs to improve medical oversight and provide medical director training. The EMS Program now has a full time EMS Education Coordinator and will be better able to oversee education programs; work with the State Fire Marshal's Office to coordinate instructor qualifications; provide incident command training; provide weapons of mass destruction training. The program is working with the Office of Rural Health on the Rural AED Grant Program. The clinical care protocols need to be reviewed periodically, along with equipment and medication lists. The EMS program is working to get pediatric equipment in rural services and hospitals.

b. Identify Sub-Committees to Address Issues

Herb Brady, Chairman

Mr. Laughridge reviewed the sub-committees under the previous committee. These included: Education Sub-Committee, Data Collection Sub-Committee and Critical Issues Sub-Committee. Herb Brady asked about the status of state data reporting systems. Mr. Laughridge provided a review of the Nevada Electronic EMS Data System (NEEDS). This is a computer program for data collection. It is a desktop application that can be integrated with a handheld 'Palm' program. Data collected is uploaded to a central repository on a secure WEB server. The data is accessible to the Health Division or individual services for reporting purposes. Mr. Brady stated that he had received calls from services expressing confusion regarding the data reporting requirements. Vince Pirozzi stated that NEEDS is not compatible with systems used by fire services. Mr. Laughridge indicated that the NEEDS vendor, MedMedia, is willing to work with other vendors to develop a system for converting from other systems to NEEDS. The EMS Office has attempted to work with other software vendors to develop a conversion program, but has had little cooperation. Herb Brady asked about a target date for compliance with NEEDS for data collection. Mr. Laughridge stated that there is not a finalized target date. The program will continue to work with vendors to develop conversion programs. Mr. Brady stated that data collection would be a good sub-committee topic. Stephanie Beck asked about data collection integration with Clark County. Mr. Laughridge stated that the majority of services in Clark County will participate in NEEDS. Mr. Brady asked for ideas on sub-committee topics. Bobby Wartgow suggested 'Education', 'Data' and 'Critical Issues'. Mr. Laughridge suggested that 'Critical Issues' be changed to 'Clinical Care', to cover topics such as scope of practice, protocols, systems assessments and end of life. He suggested that 'Data' be expanded to 'Data and Communications' to cover data collection and the EMS radio system. The 'Education' sub-committee cover topics such as uniform testing, validated certification testing, National Registry testing

Bobby Wartgow moved to form sub-committees on:

- 1) Education**
- 2) Clinical Care**
- 3) Data and Communications.**

SECONDED: Richard Schwall
PASSED: UNANIMOUSLY

c. Identify Members of Sub-Committees

Herb Brady, Chairman

Mr. Brady asked for volunteers for sub-committees. Mr. Brady reminded the members that sub-committee members do not necessarily need to be members of the Committee on Emergency Medical Services.

Sub-committees members will be as follows:

Education: Bobby Wartgow (Chairman) Richard Rand, Sue Moore, Dan Kincaid, Richard Swinney, Kerry Swinney, Casey Quinlan

Clinical Care: Richard Rand (Chairman), Kelly Dawson, Bobby Wartgow, Herb Brady, Sue Moore, John Gillenwater, Richard Fenlason, Alan Dobrawlski

Data and Communications: Richard Schwall (Chairman), Mike Heideman, John Gillenwater, Bob Heath

6. Discussion and Approval of a Meeting Schedule Herb Brady, Chairman

Mr. Brady requested suggestions on a meeting schedule. It was suggested that meetings be scheduled quarterly on the third Thursday of the month. The next two meetings will be as follows:

May 20, 2004, at 10:00 am in the Carson City Office of the Bureau of Licensure and Certification.

August 19, 2004, at 10:00 am in the Carson City Office of the Bureau of Licensure and Certification.

7. Information Item: Notice that the draft Minutes for the meetings held on January 16, 2003, April 17, 2003 and July 17, 2003 by the former EMS Committee will be approved at the next EMS Committee meeting and any corrections must be communicated to the BLC-EMS section prior to the next public meeting or they will be approved as they are now noticed.

8. Public Comments and Discussion - (Discussion only. Action may not be taken on any matter brought up under this agenda item until scheduled on an agenda at a later meeting for action).

Vince Pirozzi addressed the committee about confusion regarding statewide protocols and the standardized drug list. He requested clarification regarding these two items. His service carries drugs that are not on the standardized drug list and does not carry some drugs that are on the list. He also requested clarification on the requirement that an ambulance attendant provide evidence of a physical within 6 months of renewal of a license. He feels that the requirement should be changed to within one year of renewal.

Gary Hames addressed the committee regarding data collection. He inquired about the possibility for a grant program for the purchase of data collection software. He also requested that the committee review the request for a bridge program from ILS to ACLS in Storey County that was considered by the previous committee.

Bobby Wartgow stated that the recommendations of the committee need to be followed through.

9. Next Meeting – Agenda

May 20, 2004, at 10:00 am in the Carson City Office of the Bureau of Licensure and Certification.

10. Adjournment

Meeting adjourned at 12:10 pm